

Fort Hood
DPW-Environmental Division
Environmental Compliance Assessment Checklist

Unit:		Assessment Date:	
Location:		Phone:	
Unit Representative:		ECAT Representative:	

1) Maintenance Bay Area

LOCATION	STANDARD	CITATION	REFERENCE	Yes	No
a)	Are daily use POL products stored on secondary containment	Materials stored on daily use pallets must have secondary containment.	FH Reg 200-1, 3.3 (D)(4) & 4.3 (E)(2)		
b)	Is a MSDS available for each hazardous material stored	All HAZMAT must be accompanied with their specific Material Safety Data Sheet (MSDS). Organizations must maintain applicable MSDS for all HAZMAT at all storage locations.	FH Reg 200-1, 4.3 (B)(2) & 4.3 (D)(1)		
c)	Is the activity rapidly responding to spills	Fort Hood's policy is to prevent spills of oil and hazardous substances and maintain readiness to rapidly respond to spills.	FH Reg 200-1, 3.2		
d)	Is the activity using the assigned parts washer properly	The unit shall be equipped with a cover which is closed whenever parts are not being handled in the cleaner. Users shall use pre-scrub tray prior to soaking or cleaning.	TCEQ 106.454(1)e & (3)b		
Sub-total:				0	0

Notes:

2) Used Product Reclamation Point (UPRP)

LOCATION	STANDARD	CITATION	REFERENCE	Yes	No
a)	Does the activity have a UPRP established	DPW Environmental Division provides UPRP. Using organizations operate and maintain the general housekeeping of these points. Do not relocate, modify or paint storage buildings or tanks in established reclamation points. Coordinate relocation, modification, painting or establishing a new UPRP with DPW Environmental Division.	FH Reg 200-1, 11.2 (B)(5)a		
b)	Is clearance maintained around reclamation point	Make access reasonably available to the users. If multiple activities use a common reclamation point, commanders coordinate among themselves to establish and maintain reasonable access to all. This coordination precludes obstructions to use after normal duty hours, deployments, field training and during other temporary absences of the host activity. Maintain clearance around containers for access by collection vehicles.	FH Reg 200-1, 11.2 (B)(5)c		
c)	The activity has procedures in place to prevent storing used products in the open	Collection of used products or waste in open, incompatible or unserviceable containers are prohibited.	FH Reg 200-1, 11.2 (B)(5)d		
d)	Are used rags stored and disposed of properly	Store rags in either a metal drum or double bagged in plastic bags until they are picked up by the contractor. Label bags or drum "used rags".	UPRP LOI		
e)	Does the activity have an adequate number of containers for collecting used products in their UPRP	Containers are used for the storage of fuel filters, oil filters, grease, sweepable absorbent and poly pads.	UPRP LOI		
f)	Are containers properly marked with content of container	Clearly label drums, tanks and other containers in the reclamation point.	FH Reg 200-1, 11.2 (B)(5)b		
g)	Are containers serviceable and securely closed	All drums must be metal, kept securely closed except when filling.	UPRP LOI		
h)	Are containers for recycling off-spec fuels, used oil, antifreeze utilized properly	Keep extraneous materials such as rags, oil filters, trash, soil, vehicle parts and water out of fluids in reclamation containers. Do not mix fuels, keep lid closed, keep screen clean and clean spillage around tank.	FH Reg 200-1, 11.2 (B)(5)b & (UPRP LOI)		
i)	Are gauges on pods serviceable	DPW Environmental Division provides UPRP. Using organizations will operate and maintain these points. http://www.kruegersentrygauge.com/replace.htm	FH Reg 200-1, 11.2 (B)(5)a		
j)	Are locking devices removed from reclamation containers	Locking devices on reclamation points are prohibited. Locking constitutes an inconvenience that may provoke improper disposal or abandonment of used products. Make access reasonably available to the users.	FH Reg 200-1, 11.2 (B)(5)c		
Sub-total:				0	0

Notes:

3) POL/ HAZMAT Storage Area

LOCATION	STANDARD	CITATION	REFERENCE	Yes	No
a)	Are containers inspected for corrosion, rust, leaks, or pressure bulging	Protect HAZMAT in stock. Maintain HAZMAT storage according to standards provided in this chapter, Army, DoD, and federal standards. Protect HAZMAT from corrosion, damage, pilferage, and undue exposure to weather conditions. Preserve product labels so that the product name, NSN, safety requirements, and instructions are readable. Replace lost or unserviceable product labels using DD Form 2521 or DD Form 2522.	FH Reg 200-1, 4.3 (D)(4)e		
b)	Are stored products compatible IAW MSDS	Organizations must label and store items according to Occupation Safety and Health Administration (OSHA), Resource Conservation and Recovery Act (RCRA) and Department of Transportation rules and regulations. Collection of used products or waste in open, incompatible or unserviceable containers is prohibited.	FH Reg 200-1, 4.3 (D)(3) & 11.2 (B)(5)d		
c)	Is shelf-life of POL products properly managed	Avoid expiration. Use oldest items first and extend shelf-life where applicable, before expiration through shelf-life management programs.	FH Reg 200-1, 4.3 (D)(4)d		
d)	Is source segregation of POL products properly maintained	Avoid increasing volumes of used products. Avoid needless mixing of used products with non-HAZWASTE or with other types of used products. When mixed the used product often becomes dangerous for handling while its legal disposition is always expensive. Maintain HAZMAT storage according to standards provided in this chapter, Army, DoD, and federal standards.	FH Reg 200-1, 4.3 (D)(4)b & e		
e)	Is the activity storing only 1 quart of CARC paint	Company-sized units are authorized to keep on hand no more than one quart of each type of CARC paint required for touch-up or spot painting.	FH Reg 200-1, 4.3 (H)(2)e		
f)	Has the activity avoided overstocking POL products	Avoid shelf-life expiration by purchasing only small quantities of materials needed. Consider disposal costs. Overstock can cost time and money. Avoid acquisition of HAZMAT for reasons like "In case we need it".	FH Reg 200-1, 4.3 (B)(5)a-d		
g)	Are all HAZMAT procured through Army Supply channels or from one of Fort Hood's HazMarts	All HAZMAT that cannot be ordered through existing supply channels must be procured through one of Fort Hood's HazMart's. Procurement through a Fort Hood HazMart will help Fort Hood maintain compliance and achieve HAZWASTE minimization goals as set by state and federal statutory requirements.	FH Reg 200-1, 4.3 (B)		
h)	Is the activity using Ft. Hood's approved HAZMAT list.	Fort Hood has established a list of approved hazardous material for the purpose of compliance and hazardous waste minimization goals. The restricted use list is a list of Chemical Abstract Service (CAS) registry numbers for which Fort Hood has found environmentally preferred substitutions. This list must be reviewed prior to any HAZMAT procurements. Specific products for which we've found replacements can be found at: http://www.dpw.hood.army.mil/files/ENV/HSMS/fhrul01.pdf . The restricted use list can be found at: http://www.dpw.hood.army.mil/Files/ENV/HSMS/RULandSynonyms-Feb2004.pdf	FH Reg 200-1, 4.3 (B)(1)		
Sub-total:				0	0

Notes:

4) General Area Maintenance

LOCATION	STANDARD	CITATION	REFERENCE	Yes	No
a)	Is the activity rapidly responding to spills	Fort Hood's policy is to prevent spills of oil and hazardous substances and maintain readiness to rapidly respond to spills.	FH Reg 200-1, 3.2		
b)	Are absorbent materials readily available for POL and acid products	Procure sufficient spill containment, clean-up supplies and equipment. Lack of resources does not justify violation of environmental protection laws.	FH Reg 200-1, 3.1 (C)(2)d		
c)	Is the organization using drip pans/pads	When in cantonment area and not in motion all vehicles must use drip pans or drip pads.	FH Reg 200-1, 2.3 (C)(2)d (ii)		
d)	Are Compressed Gas Cylinders (CIG's) properly stored	The contents of any compressed gas must be clearly identified, secured, properly separated and off the ground.	NFPA 55, 7		
e)	Are vehicle batteries properly stored	Do not stack batteries on top of each other. Store single batteries on a platform or on boards. Protect batteries from dirty surfaces or water. Keep in well ventilated, cool, dry area.	TM 9-6140-200-14, 3-5		
f)	Is the activity in compliance with the painting standards	Do not apply paint to: brick, floor coverings, metal or vinyl siding, ceramic tiles, ceiling panels, glass or fiberglass, wall paneling, sidewalks, curbs, and asphalt pavements.	FH Reg 420-27, 7k		
g)	Is the activity in compliance with the cantonment standards of driving/parked on landscaped areas	Vehicles operated in the cantonment do not travel or park on: Seeded parade fields, seeded soil, lawns and other grassed or landscaped areas, athletic courts and fields, and unpaved land that does not support vehicular traffic.	FH Reg 420-27, 7d		
h)	Is the activity submitting work orders for water leaks	Fort Hood will conserve all water resources. G4, S4, or self-help R&U team requests minor repairs and maintenance of real property from DPW, Work Services Branch. Water leaks from any source must be stopped promptly.	FH Reg 200-1, 2.2, FH Reg 420-27, 4 & FH Reg 420-9, 5a		
i)	Has the activity registered its recovery/recycle equipment with the EPA	Only trained and certified personnel can legally recover CFC's using refrigerant recovery and recycle system equipment, which is manufactured to standards in 40 CFR 82.36. Do not mix CFC's when performing recovery operations. All recovery/recycle equipment must be registered with the EPA.	FH Reg 200-1, 6.3 (C)(3)		
j)	Are spills reported appropriately	All POL or hazardous substance spills greater than 25 gallons must be immediately reported to the Fire Department.	FH Reg 200-1, 3.2 & 3.3 (C)(5)		
k)	Are observed spills on oil PODs, on the ground and in POL sheds cleaned up immediately	Intentional spillage of fuels, used-oil or other pollutants is prohibited. Leaders will emphasize safe handling of petroleum, oils and lubricants (POL) during transportation, refueling and maintenance operations. Personnel who intentionally spill or discharge fuels, used oil or other pollutants in violation of this paragraph are subject to prosecution.	FH Reg 200-1, 3.3 (A)(1)		
Sub-total:				0	0

Notes:

5) Wash Rack Area

LOCATION	STANDARD	CITATION	REFERENCE	Yes	No
a)	Are visible portions of storm sewers, drains and ditches being inspected weekly	All units or other personnel will inspect visible portions of the wastewater and storm sewers, drains and ditches weekly for material condition and evidence of improper operation. Pick-up trash and debris in ditches and in Oil Water Separator (OWS).	FH Reg 200-1, 2.3 (B)(1) & 2.3 (C)(2)d vii		
b)	Is the OWS inspected weekly	OWS are designed to provide safe containment for small amounts of oils & sediment. Inspect separators weekly.	FH Reg 200-1, 2.3 B(2)a		
c)	Is the activity removing the trash or debris from the OWS	Common pollutants include: trash, debris, such as cigarette butts, paper, wrappers and plastic bottles.	FH Reg 200-1, 2.3 C(2) iv		
d)	Is the activity preventing Stockpiles of soil resulting from clean-up of motor pools, wash racks and POL spillage near fence line, storm drains and ditches	Minimize the generation of soil through use of tactical vehicle wash facility assigned and other solids to flow into OWS. Store soil in a manner that protects it from run-off due to rain or wind.	FH Reg 200-1, 2.3 B (2)e		
e)	Is the activity preventing the dumping of any hazardous substance directly into the OWS	Do not dump oil or any other material, including cleaners, detergent, and dirt directly into the OWS.	FH Reg 200-1, 2.3 (B)(2)b		
f)	Is the activity preventing possible potable water system cross connections (e.g., hoses inserted into radiators, hoses laying in pools of water or wash rack trench drains)	Personnel on the installation will use care to keep hoses from lying on the ground or coming in contact with a nearby water source.	FH Reg 200-1, 2.3 (A)(2)		
h)	Is the activity using approved detergents at the wash rack	Do not use chemical, detergents, solvents or unapproved cleaning agents at vehicle was racks, except for the approved low-emulsion cleaning agents designated on the authorized use list and stocked at the HazMart.	FH Reg 200-1, 2.1 (B)(1)b; 2.3 (B)(3)a		
g)	Is the activity preventing Illegal discharge of waste water into the environment (washing vehicles away from wash racks)	Personnel will not knowingly discharge or cause the discharge of any pollutant into Ft. Hood's surface waters, groundwater, drainage ditches or on the ground. Do not operate steam cleaners without an Oil Water Separator to process the waste water.	FH Reg 200-1, 2.1 (B)(1)a; 2.3 (B)(3)c		
i)	Is the activity preventing oil, grease or fuel from leaving the OWS	Persons will not violate applicable permits or state statutes by knowingly discharging or causing the discharge of any pollutant into Fort Hood's surface waters, ground water, drainage ditches, or on the ground.	FH Reg 200-1, 2.1 B(1)a		
Sub-total:				0	0

Notes:

6) Recycling and Refuse Area

LOCATION	STANDARD	CITATION	REFERENCE	Yes	No
a)	Is the activity using recycle containers for their intended purpose	Do not use these containers for disposal of non-recyclable materials.	FH Reg 200-1, 10.3 (A)(2)b		
b)	Is the activity disposing of MRE heaters appropriately	FRH's must be used for their intended purpose. If FRH's are not used during training exercises, they should be collected as a usable material and stored in a watertight container to protect them from damage. Encourage soldiers to use FRH in the field to heat rations. Do not activate FRH for disposal purposes. Turn-in unused FRH that cannot be reused or reissued to DPW Classification Unit for proper disposal.	DPW FACT SHEET dated 9 January 2004 Management and Disposal of Flameless Ration Heaters (FRH)		
c)	Is the activity using refuse containers appropriately	Personnel on Fort Hood will not knowingly dispose of prohibited materials into the Fort Hood sanitary landfill.	FH Reg 200-1, 5.1 (B)(1) & 5.3 (A)(2)		
Sub-total:				0	0

Notes:

7) Administration

LOCATION	STANDARD	CITATION	REFERENCE	Yes	No
a)	Does the ECO have appointment orders	Appoint, under orders, an Environmental Compliance Officer (ECO) and as many assistants as necessary to administer an effective environmental program and their organization.	FH Reg 200-1, 1.5 (5)		
b)	Did the assigned ECO complete the ECO course	The ECO must complete the ECO course within 60 days of appointment orders and an annual refresher course.	FH Reg 200-1, 1.5 (5) & 4.1(C)(3)b		
c)	Is the activity conducting Quarterly environmental awareness training	Conduct and document the quarterly environmental awareness training.	FH Reg 200-1, 1.5 (6)		
d)	Is the activity conducting monthly spill prevention briefs	Conduct and document monthly spill prevention briefings.	FH Reg 200-1, 1.5 (6)		
e)	are accurate inventories maintained	Organizations must maintain accurate inventories of all HAZMAT either through the automated HSMS or its supporting HMI program.	FH Reg 200-1, 4.3 (D)(2)		
f)	Did the activity submit their quarterly inventories to DPW	Provide HAZMAT inventories as directed by EMS procedures. DPW environmental Division requires full year accountability and at a minimum, quarterly reports	FH Reg 200-1, 4.1 (C)(3)e		
g)	Does the activity have the appropriate publications / references available	Maintain reference publications on environmental technical information	FH Reg 200-1, 1.5 (7)		
h)	Does the recycle coordinator have appointment orders	Commanders and activity chiefs will appoint recycle coordinators down to company level or branch for civilian activities.	FH Reg 420-6, 2f		
i)	Does the activity have a recycle SOP on hand and is it being applied	Commanders and activity chiefs will provide a copy of their recycle SOP to DPW, Environmental Division.	FH Reg 420-6, 2f		
j)	Does the Energy Conservation Officer have appointment orders	Commanders, directors and activity chiefs will appoint an energy conservation officer in writing at each level of command down to company and separate company levels.	FH Reg 420-9, 2		
k)	Does the activity have an Energy Conservation SOP on hand and is it being applied	Establish an organizational energy SOP.	FH Reg 420-9, 3c		
l)	Are weekly inspections of reclamation point being conducted	Inspect the UPRP weekly to ensure constant serviceability of components and to curb improper use.	FH Reg 200-1, 11.2 (B)(5)e		
Sub-total:				0	0

Notes:

FOR DPW OFFICE USE ONLY				
IS THE REFUSE CONTAINER:	DUMPSTER #		Y	N
	LEAKING			
	MISSING LIDS			
	HAVE CORROSION, RUST OR HOLES			
	LESS THAN HALF FULL			
	OUTSIDE MARKINGS LEGIBLE			
	AREA POLICED 15' FRONT LOADS AND 30' ROLL-OFFS			
DOES THE REFUSE CONTAINER CONTAIN:				
	RECYCLABLE MATERIALS			
	HAZARDOUS MATERIALS			
Inspected by:				
Type of Assessment:			BLDG #:	
ECAT Rep will send a copy of these results to Andrea Westcott and Jeff Salmon either electronically (preferred method) or FAX 287-9182				